CITY OF WOODBINE

DICKINSON COUNTY, KANSAS

INDEPENDENT AUDITORS' REPORT AND

REGULATORY BASIS FINANCIAL STATEMENT

YEAR ENDED DECEMBER 31, 2016

ALDRICH AND COMPANY LLC CERTIFIED PUBLIC ACCOUNTANTS COUNCIL GROVE, KANSAS 66846

#### REGULATORY BASIS FINANCIAL STATEMENT Year Ended December 31, 2016

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### CERTIFIED PUBLIC ACCOUNTANTS

620-767-6653 1-800-361-6545 FAX 620-767-8149

#### Independent Auditors' Report

Mayor and City Council Woodbine, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Woodbine, Kansas, as of and for the year ended December 31, 2016 and the related notes to the financial statement.

### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide as described in Note 1 to meet the financial reporting requirements of the State of Kansas. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit and Accounting Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Basis for Adverse Opinion on the U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the City of Woodbine prepared this financial statement to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### Adverse Opinion on the U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on the U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City of Woodbine, Kansas, as of December 31, 2016, or the changes in its financial position and where applicable, cash flows for the year then ended.

#### Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Woodbine, Kansas, as of December 31, 2016, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide described in Note 1.

#### Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, and schedule of regulatory basis receipts and disbursements-agency funds (Schedules 1, 2, and 3 as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement, but are required to be presented under the provisions of the Kansas Municipal Audit and Accounting Guide. As part of this presentation, certain prior year comparative information has been derived from the City's 2015 financial statement and, in our report dated June 23, 2016, we expressed an unmodified opinion on the respective basic financial statement, taken as a whole, on the regulatory basis of accounting. The 2015 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the website of the Kansas Department of Administration at the following link http://da.ks.gov/ar/muniserv/. All supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2015 and 2016 basic financial statement. The 2015 and 2016 information has been subjected to the auditing procedures applied in the audit of the 2015 or 2016 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2015 and 2016 information is fairly stated in all material respects in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

Aldrich Company, LLC

Aldrich & Company LLC Certified Public Accountants June 26, 2017

The City of Woodbine Dickinson County, Kansas

Summary Statement of Receipts, Expenditures, and Unencumbered Cash Regulatory Basis For the Year Ended December 31, 2016

Ending Cash Balance	332,080	51,933	136,682	586,333	555,777 32,220 587,997 (1,664)
	8			69	↔
Add Outstanding Encumbrances and Accounts Payable	9,929	0 20	2,401	12,774	
ш«	↔		1	69	
Ending Unencumbered Cash Balance	322,151	51,933	134,281	573,559	က
Ca	49			69	chedul
Expenditures	65,790	1,385	41,918	136,312	Composition of Cash: Checking Certificates of Deposit Total Cash Less: Agency Funds Schedule 3
Exp	↔			69	omposition Checking Certificates Total Ca Less: Ager
Cash Receipts	101,512	4,550	55,999	191,686	ŏ
	↔			4	
Beginning Unencumbered Cash Balance	286,429	48,768	120,200	518,185	
Une	↔			€>	
	General Fund	Special Purpose Funds: Special Street Special Law	Business Funds: Water Utility Sewer Utility	Total Reporting Entity(Excluding Agency Funds)	

The accompanying notes are an integral part of this statement.  $\ensuremath{\mathfrak{I}}$ 

586,333

#### NOTES TO THE FINANCIAL STATEMENT December 31, 2016

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Financial Reporting Entity

The City of Woodbine, Kansas operates under a Mayor-Council form of government. The City's major operations include public safety, streets and highways, parks and recreation, and general administrative services. The City also operates two business activities: a sewer system and a water system. The City's financial statement does not include any related municipal entities.

#### Regulatory Basis Fund Types

The accounts of the City are organized and operated on the basis of funds, which are used to record the City's financial transactions. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Cash and other financial resources are recorded together with all related expenditures. A fund is used to segregate specific activities and for the purpose of attaining certain objectives in accordance with special regulations, restrictions, or limitations including State Statutes and City Ordinances. The following types of funds comprise the financial activities of the City.

#### Governmental Funds:

General Fund – the chief operating fund of the City. It is used to account for all resources except those required to be accounted for in another fund.

Special Purpose Funds – used to account for the proceeds of specific tax levies and other specific regulatory receipt sources (other than capital projects and tax levies for long-term debt) that intended for specified purposes.

#### Business Funds:

Business Funds - Funds that are financed in whole or in part by fees charged to users of the goods or services. Funds are operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of receipts, expenses, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

#### Agency Funds:

Agency Fund – used to report assets held by the municipality in a purely custodial capacity.

# Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The Kansas Municipal Audit and Accounting Guide (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the regulatory basis of accounting.

#### NOTES TO THE FINANCIAL STATEMENT December 31, 2016

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT)

#### **Budgetary Information**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- 1. Preparation of the budget for the succeeding calendar year on or before August 1st.
- 2. Publication in local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5th.
- 3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
- 4. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held, and the governing body may amend the budget at that time. There were no such amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which regulatory receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

A legal operating budget is not required for capital projects funds. Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

#### NOTE 2 - DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

#### NOTES TO THE FINANCIAL STATEMENT December 31, 2016

#### NOTE 2 - DEPOSITS AND INVESTMENTS (CONT)

Custodial credit risk – deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be entirely returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. All deposits were legally secured at December 31, 2016.

At year-end, the carrying amount of the city's deposits was \$587,997. The bank balance was \$588,046. The difference between the carrying amount and the bank balance is outstanding checks and deposits in transit. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by FDIC insurance and \$338,046 was collateralized with securities held by the pledging financial institution's agent in the City's name. The city held no other investments on December 31, 2016.

### NOTE 3 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### Kansas Statutes

References made herein to the statutes are not intended as interpretations of law, but are offered for consideration of the Director of Accounts and Reports and interpretation by the County Attorney and legal representatives of the municipality.

K.S.A. 10-1118 requires that the treasurer maintain records showing the amount of money in each fund. The city has not appointed a treasurer.

K.S.A. 12-1608 requires the city to annually publish financial statements. The city could not find a record of this publication.

Management is not aware of any other regulatory violations for the period covered by this audit.

#### EPA

The City has been notified of a water quality violation and is currently working with the EPA to resolve the issue. The City currently purchases its' water from the City of Herington. The City of Herington is currently exploring options and attempting to obtain funding to correct water quality issues.

#### NOTE 4 - PROPERTY TAXES

The city certifies its' budget to the county clerk annually. Using this certified budget and those of other political subdivisions within the county, the county clerk spreads the annual assessment onto the tax rolls and levies property tax on November 1 of each year. The property tax is payable in two installments. The first installment is due December 20 of the same year, and the second installment is due May 10 of the subsequent year. The county treasurer collects and distributes the property taxes. In accordance with state statutes, property taxes levied during the current year are a revenue source to be used to finance the following year's operations.

#### NOTES TO THE FINANCIAL STATEMENT December 31, 2016

#### NOTE 5 - DEFINED BENEFIT PENSION PLAN

The City does not employ any full-time employees and thus, does not participate in the Kansas Public Employees Retirement System (KPERS), a cost sharing multiple-employer defined pension benefit plan as provided by K.S.A. 74-4901, et seq.

#### NOTE 6 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Insurance claims have not exceeded commercial insurance coverage for the past three years. There were no significant reductions in insurance coverage from coverage in prior years.

#### NOTE 7 - AGREEMENT WITH THE CITY OF HERINGTON

On March 24, 1996, the City entered into an agreement with the City of Herington for the purchase of its water. The contract is effective for 40 years.

#### NOTE 8 - WOODBINE COMMUNITY FOUNDATION

A fund has been setup in the Kansas Rural Communities Foundation for the benefit of the City of Woodbine. The fund is dedicated to the improvement and sustainability of the City of Woodbine, Kansas. In January 2014, the city agreed to lease the use of the water tower to Kansas Broadband in exchange for a \$1,000 annual donation to the fund established at the Kansas Rural Communities Foundation for the benefit of the City.

#### NOTE 9 - LONG-TERM DEBT

#### 2009 General Obligation Bonds

In 2009, the City issued general obligation bonds in the amount of \$220,000 to make improvements to its' wastewater infrastructure. The project was completed in 2010. Semiannual payments began on August 15, 2010. The bonds carry interest rates varying from 4.0% to 6.0%.

#### 1998 General Obligation Bonds

In 1998, the City issued general obligation bonds in the amount of \$200,000 to make improvements to its' water infrastructure. Semiannual payments began on April 1, 1999. The bonds carry interest rates of 4.75%.

#### NOTES TO THE FINANCIAL STATEMENT December 31, 2016

#### NOTE 9 - LONG TERM DEBT (CONT)

Changes in long term liabilities for the City for the year ended December 31, 2016 are as follows:

	Interest Rate	Date of Issue	Amount of Issue	Date of Final Maturity	Balance Payable lanuary 1	Addi	tions	ductions/ ayments	et ange	Balance Payable cember 31		nterest Paid
General Obligat	ion Bonds:											
Series 1998 Series 2009	4.75% 4%-6%	10/1/1998 9/10/2009	200,000	10/1/2038 12/31/2030	\$ 157,000 195,000	\$	0	\$ 4,000 10,000	\$ 0	\$ 153,000	\$	7,458
	tractual indebte	edness			352,000		0	14,000	0	185,000 338,000	_	17,933
l otal long	term debt				\$ 352,000	\$	0	\$ 14,000	\$ 0	\$ 338,000	\$	17,933

Current maturities of long term debt and interest for the next five years and in five year increments through maturity are as follows:

	2017	2018	2019	2020	2021	2022-2026	2027-2031	2032-2036	2037-2038	Total
Principal								2002-2000	2037-2030	Total
General Obligation	Bonds:									
Series 1998	4,000	4,000	4,000	5,000	5.000	28.000	37.000	45,000	21.000	153,000
Series 2009	10,000	10,000	10,000	10,000	10,000	65,000	70,000	0	21,000	185,000
Total Principal	14,000	14,000	14,000	15,000	15,000	93,000	107,000	-	Control Control	
					10,000		107,000	45,000	21,000	338,000
Interest										
General Obligation	Bonds:									
Series 1998	7,268	7,077	6,887	6,698	6,460	28,595	21,090	11,590	1,520	97,185
Series 2009	9,975	9,475	8,975	8,475	7,975	30,738	9,000	0	0	84,613
Total Interest	17,243	16,552	15,862	15,173	14,435	59,333	30,090	11,590		
Total P & I	\$ 31,243	\$ 30,552	\$ 29,862	\$ 30,173				100 (100)	1,520	181,798
	- 1,510	- 00,002	<u> 20,002</u>	Ψ 30,173	\$ 29,435	\$ 152,333	\$ 137,090	\$ 56,590	\$ 22,520	\$ 519,798

# REGULATORY-REQUIRED SUPPLEMENTARY INFORMATION

The City of Woodbine Dickinson County, Kansas

Summary of Expenditures – Actual and Budget
Regulatory Basis
(Budgeted Funds Only)
For the Year Ended December 31, 2016

FUNDS	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	al t for rison	Char	Expenditures Chargeable to Current Year		Variance Over (Under)
Governmental Type Funds: General Fund	\$ 216,000	0	\$	216,000	€9	65,790	↔	(150,210)
Special Purpose Funds: Special Street Special Law	51,948 2,828	82 M		51,948		1,385		(50,563) (1,384)
Business Funds: Water Utility Sewer Utility	105,958 48,675		<del>-</del> -	105,958 48,675		41,918		(64,040)

Schedule 2-A

#### GENERAL FUND

# Schedule of Receipts and Expenditures - Actual and Budget Regulatory Basis

For the Year Ended December 31, 2016

(With Comparative Actual Totals for the Prior Year Ended December 31, 2015)

			Current Year							
Receipts	Prior Year Actual	Actual	Budget	Variance Over (Under)						
Taxes Dickinson Co Sales tax Franchise taxes Use of money and property Miscellaneous Total Receipts		568     15,217       727     7,728       692     3,842       181     2,013	\$ 71,738 15,000 8,000 300 0 95,038	\$ 974 217 (272) 3,542 2,013 6,474						
Expenditures General government Personal services City shop Equipment Street lights Street department City & ball park Fireworks School Gym Miscellaneous Capital outlay Total Expenditures	13,2 6,9 1 5 5	11 12,162 27 283 34 443 93 7,125 94 0 83 1,192 00 2,200 30 659 99 2,891 0 15,817	30,000 16,000 1,000 14,500 7,000 140,000 1,000 500 5,000 1,000 0	(6,982) (3,838) (717) (14,057) 125 (140,000) 192 1,700 (4,341) 1,891 15,817 (150,210)						
Receipts Over (Under) Expenditures  Unencumbered Cash, January 1	44,99 241,47	33,. 22	\$ (120,962)	\$ 156,684						
Unencumbered Cash, December 31	\$ 286,42									

Schedule 2-B

#### SPECIAL PURPOSE FUND

### Schedule of Receipts and Expenditures - Actual and Budget

Regulatory Basis

For the Year Ended December 31, 2016

(With Comparative Actual Totals for the Prior Year Ended December 31, 2015)

#### SPECIAL STREET FUND

	_			Current Year							
Receipts	Y	Prior Year Ctual	A	ctual	B	udget		Variance Over (Under)			
State payments Other	\$	4,544 52	\$	4,550 0	\$	4,490 0	\$	60			
Total Receipts		4,596		4,550		4,490		60			
Expenditures Streets & highways		620		1,385		51,948	10	(50,563)			
Receipts Over (Under) Expenditures		3,976		3,165	\$	(47,458)	\$	50,623			
Unencumbered Cash, January 1		44,792		48,768							
Unencumbered Cash, December 31	\$	48,768	\$	51,933							

Schedule 2-C

#### SPECIAL PURPOSE FUND

### Schedule of Receipts and Expenditures - Actual and Budget

Regulatory Basis

For the Year Ended December 31, 2016

(With Comparative Actual Totals for the Prior Year Ended December 31, 2015)

#### SPECIAL LAW

					Cui	rent Year	
Receipts		Prior Year Actual	/	Actual	[	Budget	Variance Over (Under)
Fines, fees, and permits	\$	1,237	\$	378	\$	600	\$ (222)
Expenditures Law enforcement		1,214		1,444		2,828	(1,384)
Receipts Over (Under) Expenditures		23		(1,066)	\$	(2,228)	\$ 1,162
Unencumbered Cash, January 1	)s <del></del>	2,828		2,851			
Unencumbered Cash, December 31	\$	2,851	\$	1,785			

Schedule 2-D

#### **BUSINESS FUND**

# Schedule of Receipts and Expenditures - Actual and Budget Regulatory Basis

For the Year Ended December 31, 2016

(With Comparative Actual Totals for the Prior Year Ended December 31, 2015)

#### WATER UTILITY

	1200		Current Year							
Receipts	Prior Year Actual	Actual	Budget	Variance Over (Under)						
Water collections Miscellaneous	\$ 54,107 2,500	\$ 55,999	\$ 52,500 0	\$ 3,499 0						
Total Receipts	56,607	55,999	52,500	3,499						
Expenditures Personnel services Operations Water purchased Debt service Capital outlay Miscellaneous  Total Expenditures	9,449 26,129 18,304 11,648 0 1,542	9,815 3,329 15,460 11,458 580 1,276	15,000 7,500 17,000 11,458 55,000 0	(5,185) (4,171) (1,540) 0 (54,420) 						
Receipts Over (Under) Expenditures	(10,465)	14,081	\$ (53,458)	\$ 67,539						
Unencumbered Cash, January 1	130,665	120,200								
Unencumbered Cash, December 31	\$ 120,200	\$ 134,281								

Schedule 2-E

#### **BUSINESS FUND**

## Schedule of Receipts and Expenditures - Actual and Budget Regulatory Basis

For the Year Ended December 31, 2016 (With Comparative Actual Totals for the Prior Year Ended December 31, 2015)

#### SEWER UTILITY

	Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts				
Sewer collections Use of money & property Miscellaneous	\$ 32,718 94 125	\$ 28,991 256 0	\$ 31,000 0 0	\$ (2,009) 256 0
Total Receipts	32,937	29,247	31,000	(1,753)
Expenditures				
Personnel services Operations Capital outlay Debt service Miscellaneous	4,377 824 0 20,925 0	4,623 677 0 20,475	5,500 2,700 20,000 20,475 0	(877) (2,023) (20,000) 0
Total Expenditures	26,126	25,775	48,675	(22,900)
Receipts Over (Under) Expenditures	6,811	3,472	\$ (17,675)	\$ 21,147
Unencumbered Cash, January 1	53,126	59,937		
Unencumbered Cash, December 31	\$ 59,937	\$ 63,409		

Schedule 3

### AGENCY FUND Schedule of Receipts and Disbursements Regulatory Basis For the Year Ended December 31, 2016

	Be	Beginning		Receipts		ırsements	Ending		
Payroll clearing	\$	1,653	\$	5,780	\$	5,769	\$	1,664	